



## **REPRESENTATIVES APPEARING BEFORE THE OATH HEARINGS DIVISION**

***On August 7, 2016, a New York City Rule governing representatives at the OATH Hearings Division went into effect\****

- ❑ Representatives who represent more than **1** respondent per calendar year must register with the OATH Hearings Division.
- ❑ Representatives must renew their registration with the OATH Hearings Division by **January 15, 2018** in order to appear at OATH during the **2018** calendar year.
- ❑ Representatives can get a “*Representative Registration Form*” from a Clerk.

***Per the new Rule, a Registered Representative will have to submit an additional “Authorization for Registered Representative to Appear” form from each respondent that he/she represents.***

- ❑ Representatives can obtain the “*Authorization for Registered Representative to Appear*” form from a Clerk or on the OATH Hearings Division website at [www.nyc.gov/oath](http://www.nyc.gov/oath)
- ❑ Representatives and respondents should use the Authorization form that is in the respondent’s preferred language.

***\*Registration is not required if you are an attorney or only representing family members.***